

ATHLETIC TRAINER

Purpose

The job of ATHLETIC TRAINER is done for the purpose/s of developing and/or implementing--in cooperation with athletic coaches' fitness programs for players--flexibility and strength training sessions to prevent injury and improve players' skills; preparing players for practices and competition; providing supervision of students under their care during participation in sports activities; evaluating medical conditions of student athletes; administering first aid and treatment to student athletes and utilizing the Board of Certification for Athletic Trainers (BOC) Standards of Professional Practice; instructing students in health, care, and prevention of injuries; and orienting student athletes, their parents and coaches regarding potential health risks and injury prevention strategies. Individuals in this job classification are assigned to a position at a high school and provide support at the junior high level. This job reports to Director-Athletics & Activities and Building Principal.

Essential Functions

- Administers first aid and medical assistance to participating students (e.g. including therapeutic interventions: treatment, rehabilitation, reconditioning strategies, etc.) for the purpose of providing appropriate care as assigned.
- Assists coaches and school personnel during athletic events (e.g. practices, games, competitions, etc.) for the purpose of responding to equipment and/or medical needs of student athletes.
- Consults with physicians and other medical personnel (e.g. referrals, physical exams, fitting of braces, etc.) for the purpose of developing course of treatment for injured students including making return to play decisions.
- Develops a variety of programs in cooperation with coaches (e.g. conditioning, injury prevention, safety protocols, etc.) for the purpose of preventing injury to students.
- Evaluates facility and playing field for potential hazards, inadequate equipment, etc. for the purpose of implementing modifications or recommendations that would reduce the risk of injuries.
- Instructs students in a variety of health-related subjects (e.g. nutrition, health, care, and prevention of athletic injuries, etc.) for the purpose of developing a student's ability to prepare for and safely participate in physical activities.
- Maintains assigned budget and related financial activity for the purpose of ensuring the allocations are accurate, expenses are within budget limits, and department goals and objectives are followed.
- Maintains student treatment and health records for the purpose of communicating and documenting information in accordance with local, state, and federal laws, rules and guidelines.
- Orients student athletes, parents, coaches, etc. regarding potential health risk of participation in athletics (e.g. health, care, and injury prevention methods, etc.) for the purpose of implementing preventive strategies.
- Oversees athletic training student aides and volunteers for the purpose of providing direction and/or monitoring activities.
- Processes a variety of documents (e.g. student accident/injury reports, records of treatment, etc.) for the purpose of communicating and documenting information in accordance with established guidelines.
- Responds to emergency situations (e.g. injured student, fights, etc.) for the purpose of resolving immediate safety concerns.
- Schedules medical staff and emergency medical equipment for the purpose of ensuring adequate coverage for scheduled athletic events.

- Travels with athletic teams, as assigned, (e.g. varsity out of town games, State tournaments, etc.) for the purpose of providing Athletic Trainer coverage.
- Utilizes patient history and appropriate physical examination procedures (e.g. examination, assessment, impairments, diagnosis, etc.) for the purpose of determining an injured student athlete's level of function and disposition.

Other Functions

- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

Job Requirements: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform multiple, highly complex, technical tasks with a need to occasionally upgrade skills in order to meet changing job conditions. Specific skill based competencies required to satisfactorily perform the functions of the job include: adapting to changing work priorities; administering first aid and utilizing the BOC Standards of Professional Practice; applying protective or injury preventive devices such as tape, bandages, or braces, etc.; applying pertinent laws, codes, policies, and/or regulations; and organizing and communicating information and concepts.

KNOWLEDGE is required to perform algebra and/or geometry; review and interpret highly technical information, write technical materials, and/or speak persuasively to implement desired actions; and analyze situations to define issues and draw conclusions. Specific knowledge based competencies required to satisfactorily perform the functions of the job include: BOC Standards of Professional Practice; equipment used in activity/program; injury prevention and appropriate treatment protocols; human physiology and anatomy; pertinent laws, codes, policies, and/or regulations; public relations protocols; relevant professional standards and practices; and safety practices and procedures.

ABILITY is required to schedule activities and/or meetings; gather, collate, and/or classify data; and consider a variety of factors when using equipment. Flexibility is required to independently work with others in a wide variety of circumstances; work with data utilizing defined but different processes; and operate equipment using standardized methods. Ability is also required to work with a significant diversity of individuals and/or groups; work with data of varied types and/or purposes; and utilize a variety of types of job-related equipment. Independent problem solving is required to analyze issues and create action plans. Problem solving with data requires analysis based on organizational objectives; and problem solving with equipment is significant. Specific ability based competencies required to satisfactorily perform the functions of the job include: communicating with persons of varied educational and cultural backgrounds; dealing with frequent interruptions; exhibiting strong leadership; maintaining confidentiality; meeting deadlines and schedules; providing a firm, fair, and consistent discipline approach; setting priorities; traveling to off campus athletic events; and working a flexible schedule including working extended hours that may include evenings and/or weekends.

Responsibility

Responsibilities include: working under limited supervision using standardized practices and/or methods; directing other persons within a small work unit; operating within a defined budget. Utilization of resources from other work units is often required to perform the job's functions. There is a continual opportunity to significantly impact the organization's services.

Work Environment

The usual and customary methods of performing the job's functions require the following physical demands: occasional lifting, carrying, pushing, and/or pulling, some climbing and balancing, some stooping, kneeling, crouching, and/or crawling and significant fine finger dexterity. Generally the job requires 20% sitting, 40% walking, and 40% standing. The job is performed under some temperature extremes and under conditions with exposure to risk of injury and/or illness.

Experience: Job related experience within a specialized field is required.

Education: Bachelor's degree in job-related area.

Equivalency: Prefer a Bachelor's degree from an accredited athletic training program in sports medicine or athletic training and certification from the Board of Certification for the Athletic Trainer.

Required Testing:

Certificates and Licenses

CPR/First Aid Certificate
Driver's License & Evidence of Insurability
Current Wyoming Teaching Certification
BOC Certification for Athletic Trainers

Continuing Educ. / Training:

As needed to maintain Certificates and/or Licenses

Clearances

Criminal Justice Fingerprint/Background Clearance
MVR (Motor Vehicle Record) Clearance

FLSA Status

Exempt

Approval Date

12/07/2017

Salary Grade

Certified Salary Schedule

I have read and understand the scope of the job and hold the minimum requirements:

Employee Name (Please Print): _____

Employee Signature: _____ **Date:** _____